



DEPARTMENT OF PUBLIC HEALTH
CITY OF CHICAGO

To: Steve Berlin
Executive Director
Board of Ethics

Erin Keane
Acting City Comptroller
Department of Finance

From: Vanessa Burrows
Attorney/HIPAA Privacy Officer
Department of Public Health

Date: December 16, 2013

Subject: Accepted a ginger bread house and box of chocolates on behalf of the City

On December 16, 2013 at 9:30 AM a ginger bread house and box of chocolates were delivered to our office from Holian Industries Inc. addressed to Barbara Kay, City of Chicago Environmental. As a department, we would like to accept the ginger bread house and box of chocolates on behalf of the City. We will place them in our public lobby at 333 S. State Street 2nd floor.

Order/Product: (1) ginger bread house and (1) box of chocolates
Company: Holian Industries – Asbestos Removal & Encapsulation Corp.
Date Received: 12/16/12
From: Holian Industries, Tim Holian

If you have any questions, please call me at (312)747-9698 or Maria Gallegos at (312) 747-9870.
Thank you.